Utah STATE OFFICE of Education

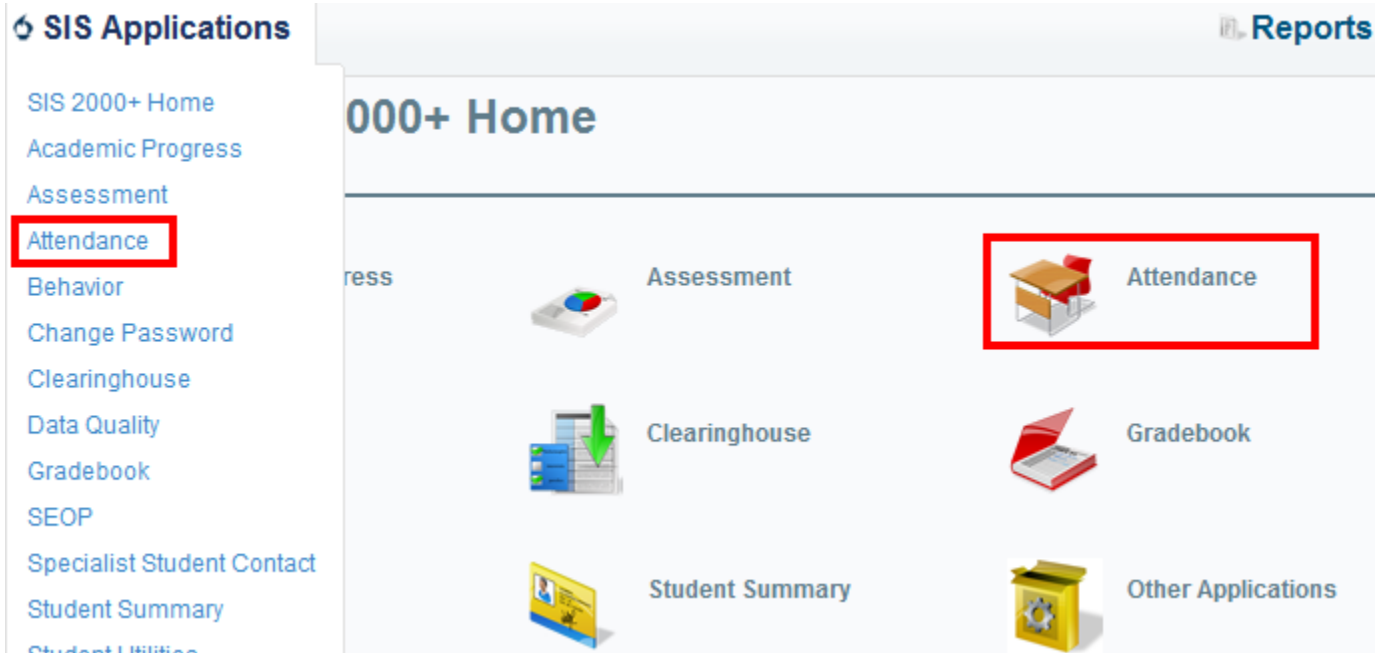SIS 2000+

Attendance

Table of Contents

Accessing the Attendance Screen

From the home page hover your mouse over SIS Applications until you see the drop down list, then click on Attendance or if you have Attendance set on the home page click on that.

Once Attendance is selected the next screen will look like this (based on permissions):
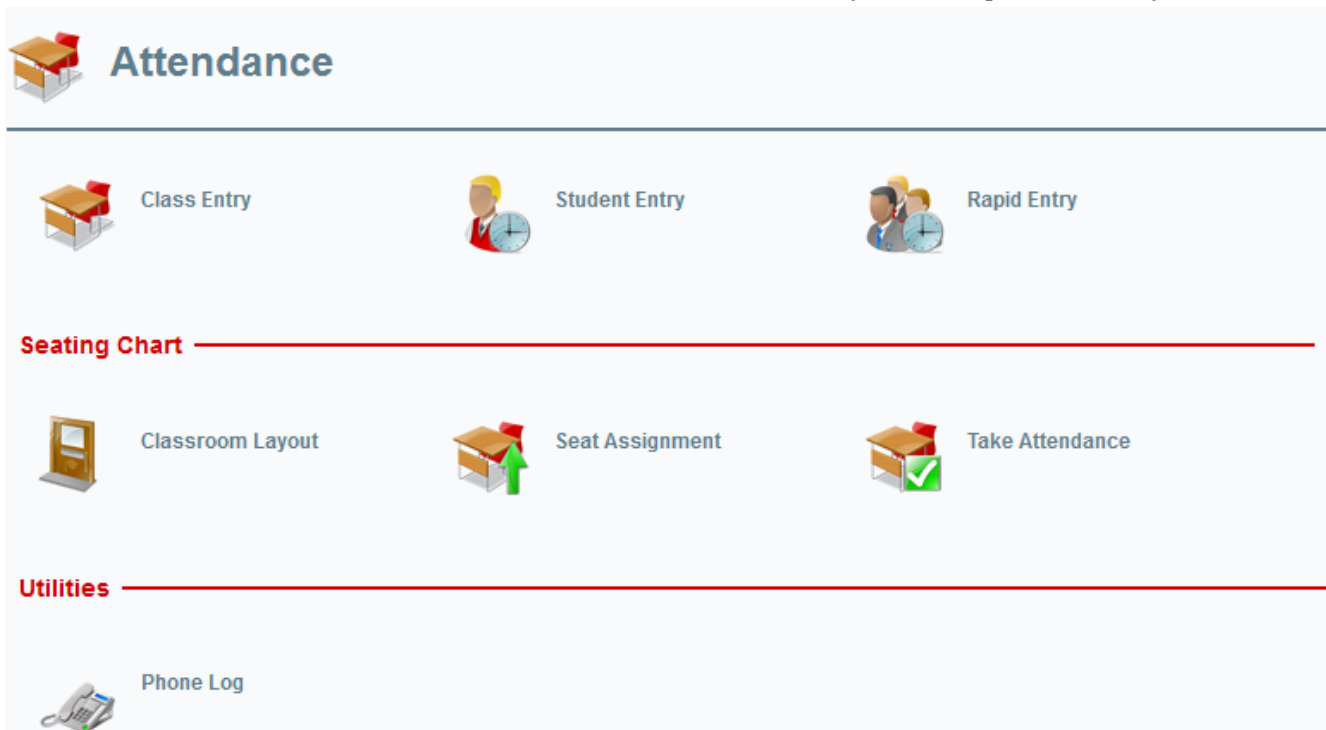
Class Entry

This screen replaces the highlighted module from FoxPro/desktop
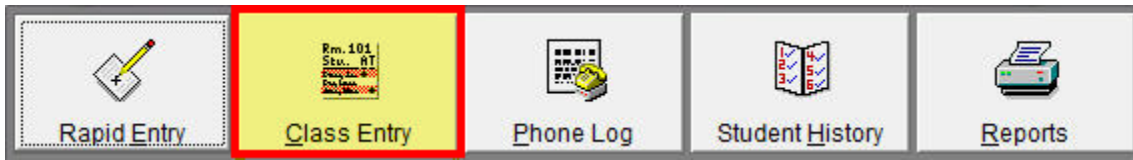
Go to Home Page > Attendance > Class Entry

 Click on Class Entry

For Secretaries/Office

Once you've launched the Class Entry screen, you will need to select **Track**, **Teacher, Term** and **Period** from the drop-down lists.

For Teachers

Once you've launched the Class Entry screen, you will need to select **Track**, **Term** and **Period** from the drop-down lists if you are assigned to more than one track.

Default to: **Track / Term /1st Period** (for elementary) or if you are only assigned to one track and have only one period (for secondary)

If this does not populate, it is because the user does not have a default login in the current faculty status track.

Entering Attendance Codes

- Enter an appropriate attendance code for each student.
  Click on **Legend** to the right of the drop down selectors to see what each attendance symbol stands for. Teachers can see what the codes mean that are put in by the office and also see what codes they are allowed to put in.

Available Teacher Attendance Codes

X - Absent because they didn't showu	. - Present	T - Tardy
# - Unprepared		

Available Office Attendance Codes

B - Pre-Excused	C - Cleared Seat Time	D - Doctor's Note
J - Excused Juvenile Court	K - Cleared Sluff	L - Notified by Certified Letter
R - Incarcerated	U - Unexcused	V - Vacation
N - Notifed by Parent	Z - Suspended	A - Activity
S - Sluff	I - In School Suspension	* - Educational Leave

- Press **Cancel** to change the codes back to what they were before you made any changes.
- After entering the codes, press **Save**. You will see a confirmation at the top of your screen:

Changes Saved Successfully

- **NOTE**: If you haven't taken roll in a few days, when you open the Attendance screen and press Save, all the blank fields up to and including that day's date will put the "Present" mark in them.

Displaying the Attendance Summary

Drag the scroll bar to the left to see a **summary** of absences and tardies for the selected term.

Separate Classes	Totals Absent	Totals Tardy	Mon 08/24	Tue 08/25	Wed 08/26	Thu 08/27	Fri 08/28	Sat 08/29	Sun 08/30
Araiza, Evalina	3	1	X	X		.			
Bedard, Brystal	3	0	.	.		.			
Canchola, Jesus Saucedo	0	3	T	.		.			
Ciddelprado, Jerrold	0	0	.	.		.			
Dimmick, Augusta	2	1	.	.		.			
Elliott, Dustylynn	1	0		.	.	.	.		
Elwell, Ekta	1	0		.	.	.	.		
Esther, Kyson	1	0	.	.		.			
Hiendel, Quinntonya	5	1	E	E		X			
Higginbotham, Jaycey	3	2	.	.		.			

Using the Icons

Note the card to the left of the students name, hover your mouse over this and you will see the following icons.

Emailing Individual Students

Click on the ✉ to the left of a student's name to send an email to an individual student. The following screen will display. You can select additional students to include in the email. You can also choose to send the email to the students' contacts.

Displaying an Attendance Report

Click on the 📊 to the left of a student's name to display an attendance report for the student.

Displaying the Student Profile

Click on the 👤 to the left of a student's name to display the student's profile.

Emailing a Period

Press **Email Period** to send an email to the entire period.

If you have segments within a period, click on Separate Classes and you will see an email icon next to the course name. Click on the icon to email only the students listed under that course name.

The Hidden Menu

Be aware of the "hidden menu", which is accessed by hovering your mouse over the name and date in the top right corner. Of particular interest is the ability to **Show Inactive** students in the attendance screen.

The inactive students will have an asterisk (*) next to their name.

Go back to the hidden menu and press **Hide Inactive** to hide those students from view.

Entering Lunch Counts

For elementary and secondary schools, you can enter the lunch count for the class. Enter the number of students eating lunch on the specified date. This is a permission that needs to be added for teachers in the 'teacher' group.
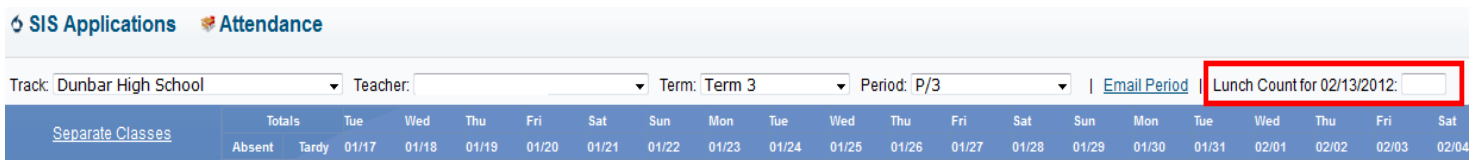
Rapid Entry

This screen replaces the highlighted modules from FoxPro/desktop.
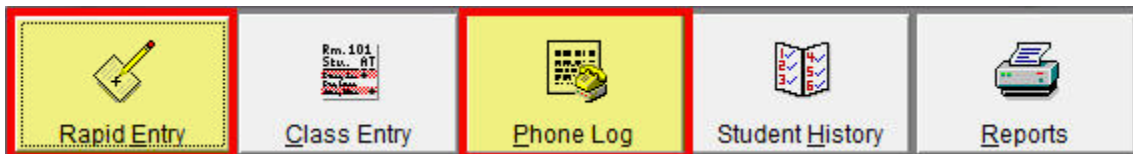
Go to Home Page > Attendance > Rapid Entry

 Click on   Rapid Entry

1. Select **Track**:   **2.** Select the **Attendance Code**:   **3.** Select the **Attendance Date(s)** either by Date Range or Period Range, the date will default to the current date.   **4.** Add Student(s) From **Search** (individual students), **Group** or **Class**, when adding multiple students the Attendance Code and Attendance Date(s) selected will apply to all students listed on the left side of the screen.   **5.** If you would like to add a Phone Log, check the box and type in a comment, the comment will apply to **ALL** individual students listed on the left side of the screen, but not the Groups or Classes.

NOTE: When adding individual students you will see two icons to the right of the student names, when clicking on the first icon, you will see all phone log entries for that student. When you click on the second icon, it will add all siblings to the list that are in the same Track.

You can delete a student, group or class by clicking on the red X to the left of the names.

If you put the wrong Attendance Code in and save, you will then have to go to the individual student or class entry screen and make the correction there. The Rapid Entry screen will not let you override previously entered Attendance Codes.

Student Entry

This screen replaces the highlighted module from FoxPro/desktop, which allows you to look up a student and see his/her attendance history.
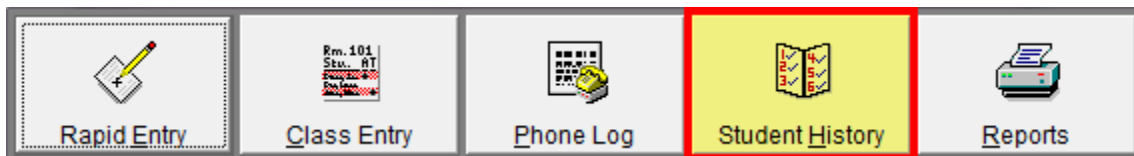
Go to Home Page > Attendance > Student Entry

Click on   Student Entry and the next screen will look like this:

Note: To include exited student in the search, click the box next to **Include Exited:**

When searching for a student, type in identifying information such as the **Student Identifier**, **Last Name**, or **First Name** then press **Search**. You can type in a few letters and press Search. A list of student names will appear select the one that you want.

Students

Ailadi Makian (3958)	A-Tyler Etherington (4086)	Morgi Argote (4159)	Anesa Clair (4180)
Grade: 12	Grade: 12	Grade: 12	Grade: 12
Gender: F	Gender: M	Gender: F	Gender: F
Birthdate: 12/14/1993	Birthdate: 08/23/1994	Birthdate: 06/30/1994	Birthdate: 03/05/1994

The following screen will come up**.**

Attendance Entry for A-Tyler Etherington (change)

Track: Ouellette High School ▼   Term: Term 3 ▼   Legend

	Totals		Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun
	Absent	Tardy	01/17	01/18	01/19	01/20	01/21	01/22	01/23	01/24	01/25	01/26	01/27	01/28	01/29
Period B/1	1	0		.		.				.		.			
Period B/2	1	0		.		.				.		.			
Period B/3	1	0		.		.				.		.			
Period B/4	1	0		.		.				.		.			
Period S/5	0	0	.		.				.		.		.		
Period S/6	0	0	.		.				.		.		.		
Period S/7	0	0	.		.				.		.		.		
Period S/8	0	0	.		.				.		.		.		
Period B/9	1	0		.		.				.		.			
Period S/9	0	0	.		.				.		.		.		

« Cancel   Save »

Period	Code/Section	Course	Teacher	Classroom
B/1	1970-1	Adv. Theater	Stearman, L	110
B/2	0512-2	Release Time	Radarmel, B	SEM
B/3	4950-1	Journalism I	Bardsky, L	207
B/4	8503-1	Accounting II	McKissick, F	136
B/9	0451-2	Extended Day	Olds, T	159

Class (course) Information will always display at the bottom of the screen for the default attendance day. If you click on a different attendance day (cell), the display of class (course) information will change if a different teacher and course are assigned.

If any changes were made, press **Save**.

Click on **Legend** to the right of the drop down selectors to see what each attendance symbol stands for.

Utilities

Phone Log Gives the user the ability to edit or delete a previous phone log entry.

Click on the icon and the following screen will look like this.

```
─Search for a Student──────────────────────

┌──────────────────────────────────────┐
│                                        │
└──────────────────────────────────────┘
                          Include Exited: ☐

                    « Cancel |  [ Search » ]
```

Note: To include exited student in the search, click the box next to **Include Exited:**

When searching for a student, type in identifying information such as the **Student Identifier**, **Last Name**, or **First Name** then press **Search**. You can type in a few letters and press Search. A list of student names will appear select the one that you want.

Students───

Ailadi Makian (3958)	**A-Tyler Etherington** (4086)	**Morgi Argote** (4159)	**Anesa Clair** (4180)
Grade: 12	Grade: 12	Grade: 12	Grade: 12
Gender: F	Gender: M	Gender: F	Gender: F
Birthdate: 12/14/1993	Birthdate: 08/23/1994	Birthdate: 06/30/1994	Birthdate: 03/05/1994

The following screen will come up; you may edit or delete the phone log entry.

Phone Log for 📇 A-Tyler Etherington (change)

Call Date	Remarks	Code	Start Date	End Date	
02/09/2012	will not be in school today	X	02/09/2012	02/09/2012	Edit	Delete

Reports

Below is an explanation of what was done for each report.

Attendance Collection Status
No changes were made.
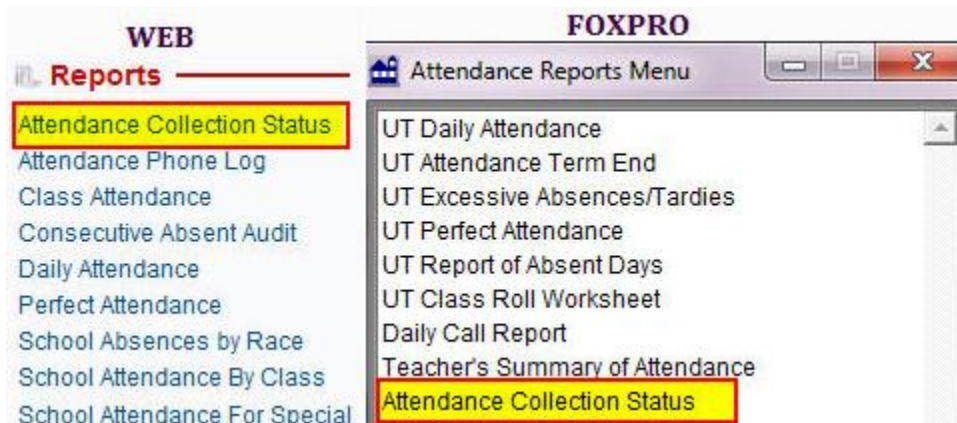
1. Select Track
2. Select Formatting Options
3. Select Filtering Options, Defaults to today's date in both selectors

Attendance Phone Log
Previously no Phone Log report on FoxPro, one already existed on the Web and the following changes were made to the report.

1. Select Track
2. Select Term
3. Select Filtering Options

Class Attendance

Combined the two reports highlighted in the FoxPro menu into one report that is highlighted in the Web menu.

Class Attendance Reports max out for a term duration between 75 days – 80 days on displaying on the report. If your school has a term or trimester duration more than 75 days – 80 days, the report will cutoff the last days of data that continue past 75 days – 80 days. But, the totals will be correct. Example: Term 1 – 90 days Term 2 - 90 days Or Term 1 – 100 days Term 2 – 80 days Or Term 1 – 180 days.
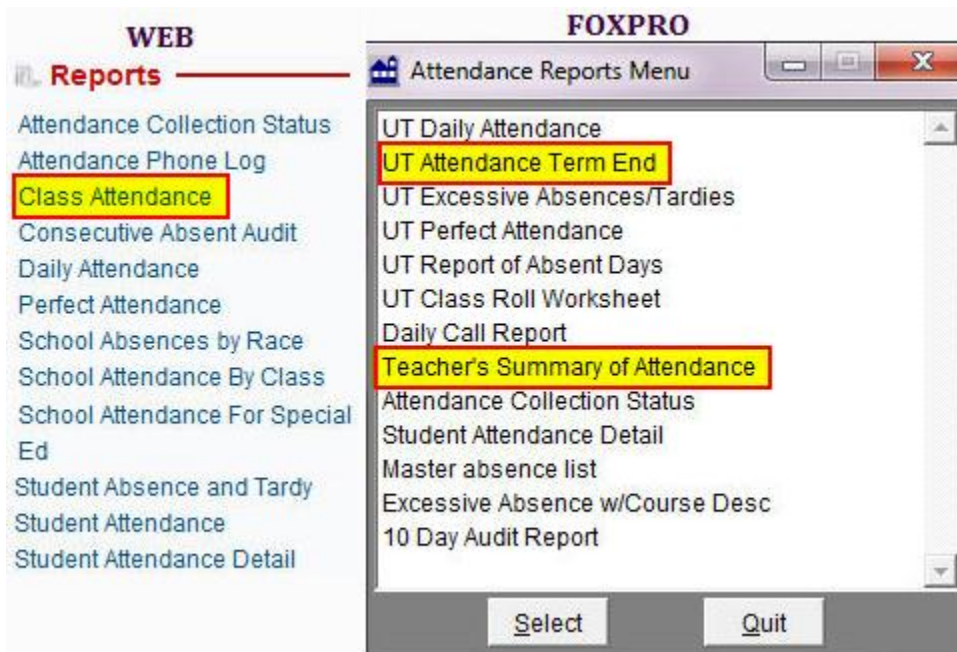
For Secretaries/Office

1. Select Track
2. Select Teacher
3. Select Term(s)
4. Select Filtering Options

For Teachers

1. Select Track
2. Select Term(s)
3. Select Class
4. Select Filtering Options

02/16/12   **Class Attendance by Term**   Page 1

OLD REPORT   District 30 - Tooele   School: 720 - Ouellette High School   Track: A 720 11/12   Phone: (555) 000-0000

Term:3-3   Period: 6   Teacher: Liberty, Shasta   Class: CCSS1 - Math I (5215-2)   VOC. CIP:

Student Number	Grade	Name	Trm Abs	Trm Trd	01/16/12 MTWRF	01/23/12 MTWRF	01/30/12 MTWRF	02/06/12 MTWRF	02/13/12 MTWRF	02/20/12 MTWRF	02/27/12 MTWRF	03/05/12 MTWRF	03/12/12 MTWRF	03/19/12 MTWRF	03/26/12 MTWRF	04/02/12 MTWRF	04/09/12 MTWRF	04/16/12 MTWRF	04/23/12 MTWRF	YTD Abs	YTD Trd	YTD Mem
S 34035	9	Angle, Samatha	1	0	–....	.....	.X...	.....	.....	*....	.....	.....	.....							7	3	66
S 14300	9	Arguillo, Mckenley Z.	0	0	–....	.....	.....	.....	.....	*....	.....	.....	.....							0	0	22
S 33752	9	Butz, Maria del Socoro	0	0	–....	.....	.....	.....	.....	*....	.....	.....	.....							1	0	66
S 14310	9	Cardona, Justun M.	0	0	–....	.....	.....	.....	.....	*....	.....	.....	.....							0	0	66
S 35605	9	Goff, Tia M.	0	0	–....	.....	.....	.....	.....	*....	.....	.....	.....							0	0	66
S 12734	9	Gonzales, Julena S.	2	0	–....	....>	.X.X.	.....	.....	*....	.....	.....	.....							2	0	17
S 14057	9	Groff, Kerilyn	0	0	–....	.....	.....	.....	.....	*....	.....	.....	.....							7	1	66

Date: 02/16/2012   OLD REPORT   **Teacher's Summary of Attendance**   Page 1

Time: 14:11:34   Ouellette High School : A - A 720 11/12

Teacher: Liberty, Shasta (24)   02/01/2012 to 02/29/2012

Class: 5215-2 CCSS1 - Math I

Term: All Year (2 semesters), Period: 6, Cycle: Silver

February

Student	Ident	Per	Abs	B 1	S 2	B 3	S 4	B 5	S 6	B 7	S 8	B 9	S 1 0	B 1	S 2	B 3	S 4	B 5	S 6	B 7	S 8	B 9	S 2 0	B 1	S 2	B 3	S 4	B 5	S 6	B 7	S 8	B 9
Angle, Samatha	34035	6	0	.			.		.		.			.		.			.		.			.		.			.		.	
Arguillo, Mckenley Z	14300	6	0	.			.		.		.			.		.			.		.			.		.			.		.	
Butz, Maria del	33752	6	0	.			.		.		.			.		.			.		.			.		.			.		.	
Cardona, Justun M	14310	6	0	.			.		.		.			.		.			.		.			.		.			.		.	
Goff, Tia M	35605	6	0	.			.		.		.			.		.			.		.			.		.			.		.	
Gonzales, Julena S	12734	6	1	X			.		.		.			.		.			.		.			.		.			.		.	
Groff, Kerilyn	14057	6	0	.			.		.		.			.		.			.		.			.		.			.		.	

Class Attendance
Ouellette High School (720)

NOTE: Your attendance codes may be different than the codes shown here.

Consecutive Absent Audit

New report was created.

1. Select Track
2. Select Filtering Options

NOTE: As of date will default to the beginning of the school year to current date, and the Number of Consecutive Absent Days will default to 10. Your attendance codes may be different than the codes shown here.

Consecutive Absence Audit Report

(720) Ouellette High School   Date: 2/22/2012

Absent Codes: E,J,N,B,C,D,F,K,P,R,S,U,V,X   10 or More Consecutive Days Absent

From: 7/1/2011 To: 2/22/2012   4 Periods Absent = One Absent Day

ID	Student Name	Consecutive Days Absent	Date Qualified
8228	Ahrensback, Jeovany	16	9/30/2011
10874	Comish, Aubrianna Waltke	11	11/21/2011
4973	Cortes, Chante	11	10/27/2011
5832	Dipo, Phylicia	14	11/30/2011
14358	Farrin, Taylan	10	11/15/2011
25431	Fawsett, Kathrine	20	11/17/2011
21115	Hinjos, Shafer	11	10/18/2011
8117	Oswald, Kristoffe	10	9/9/2011
23804	Restad, Lexis	10	12/9/2011
34146	Schreiner, Mcklayne	10	10/28/2011
12609	Soper, Gavin	16	10/18/2011
35572	Stacey, Giancarlos	15	11/23/2011
19816	Uptain, Erfan	10	9/9/2011
21077	Ward, Segio	18	10/10/2011

14 Students

Daily Attendance

No changes were made.

1. Select Track
2. Select Sorting Options
3. Select Filtering Options

Date: 2/21/2012

Daily Attendance
Ouellette High School
Attendance for 2/21/2012

Phone	Student	ID	Grade	Period Attendance 1 2 3 4 5 6 7 8 9 10	Consecutive Abs	Tdy	1	2	3	4	5	6	7	8	9	10		Total
(555) 000-0000	Alderson, Havilah	12684	9	_ _ _ _ F F F F _ _	1	1	0/0	0/2	0/0	0/0	1/0	2/3	2/1	2/0	0/0	0/0		7/6
(555) 000-0000	Allenj, Chrichelle	13249	9	_ _ _ _ F F F F _ _	1	1	0/0	0/0	0/0	0/0	2/0	2/4	3/0	4/0	0/0	0/0		11/4
(555) 000-0000	Eckman, Brentten	12860	9	_ _ _ _ F F F F _ _	1	1	0/0	1/0	0/0	0/0	1/0	1/2	1/0	1/0	0/0	0/0		5/2
(555) 000-0000	Keiaho, Keylan	12984	9	_ _ _ _ F F F F _ _	1	1	0/0	0/0	2/0	2/0	1/0	2/3	2/0	2/0	0/0	0/0		11/3

Perfect Attendance

New report was created.

1. Select Track
2. Select Term(s)
3. Select Sorting Options
4. Select Filtering Options – Holding down Ctrl key allows user to select multiple codes.

NOTE: Students may not appear in report based on the filtering options selected.
Your attendance codes may be different than the codes shown here.

School Absences by Race

Previously no School Attendance report on FoxPro, one already existed on the Web and was renamed School Absences by Race. The following changes made to the report are, added a breakdown of absent codes used, including percentage.
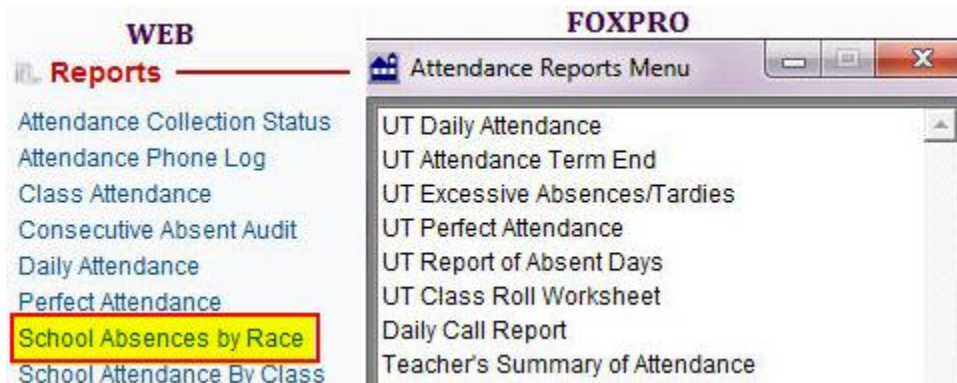
1. Select Track(s)
2. Click Continue
3. Select Filtering Options

NOTE: You may select multiple schools for this report.

OLD REPORT

School Attendance
Zoro School District

Date: 2/21/2012   From: 2/1/2012 To: 2/21/2012

School	Race	Classes Enrolled	Classes Attended	Classes Absent	Attendance Percentage
Ouellette High School	Hispanic	429	417	12	97.20%
	Asian	312	308	4	98.72%
	Black or African American	299	293	6	97.99%
	Multiple Races	65	60	5	92.31%
	Native Hawaiian/Other Pacific Islander	91	89	2	97.80%
	White	24,840	23,955	885	96.44%
	School Totals	26,036.00	25,122	914	96.49%
	Overall Totals	26,036.00	25,122.00	914.00	96.49%

NEW REPORT

School Absences by Race
Zoro School District

Date: 2/21/2012   From: 12/1/2011 To: 2/21/2012

School	Race	Classes Enrolled	Classes Attended	Classes Absent	Absent Percentage
Ouellette High School	Hispanic	28,515	28,290	225	0.79%
	D : Doctor's Note			9	0.03%
	E : Excused			99	0.35%
	F : Funeral			8	0.03%
	S : Sluff			2	0.01%
	U : Unexcused			1	0.00%
	X : Absent			106	0.37%
	Asian	1,279	1,261	18	1.41%
	E : Excused			9	0.70%
	X : Absent			9	0.70%
	Black or African American	2,484	2,464	20	0.81%
	E : Excused			14	0.56%
	S : Sluff			1	0.04%
	X : Absent			5	0.20%
	American Indian/Alaskan Native	1,091	1,074	17	1.56%
	E : Excused			4	0.37%
	X : Absent			13	1.19%
	Multiple Races	4,644	4,554	90	1.94%
	D : Doctor's Note			12	0.26%
	E : Excused			41	0.88%
	S : Sluff			3	0.06%
	X : Absent			34	0.73%
	Native Hawaiian/Other Pacific Islander	5,736	5,667	69	1.20%
	D : Doctor's Note			7	0.12%

NOTE: Your attendance codes may be different than the codes shown here.

School Attendance By Class

Previously no School Attendance by Class report on FoxPro, one already existed on the Web, below is an example of the changes that were made to the report.

1. Select Track
2. Select Filtering Options

OLD REPORT

School Attendance By Class

Date: 1/25/2012   From: 7/1/2011 To: 8/31/2011

	Classes Enrolled	Classes Attended	Classes Absent	Attendance Percentage
03002 - 1 Teacher Assistant	64	63	1	98.44%
03002 - 2 Teacher Assistant	27	25	2	92.59%
03002 - 3 Teacher Assistant	16	14	2	87.50%
03002 - 4 Teacher Assistant	34	31	3	91.18%
03002 - 5 Teacher Assistant	24	24	0	100.00%
03002 - 6 Teacher Assistant	45	42	3	93.33%
03002 - 7 Teacher Assistant	54	52	2	96.30%

NEW REPORT

School Attendance By Class
Zoro School District

Date: 1/25/2012   From: 7/1/2011 To: 8/31/2011

(720) Ouellette High School

Course	Teacher	Classes Enrolled	Attended Classes	Attended Percentage	Absent Classes	Absent Percentage	Tardy Classes	Tardy Percentage
0420 - 4 Home Study	Olds, T	3	1	33.33%	2	66.67%	0	0.00%
0450 - 2 Home Study	Olds, T	12	7	58.33%	5	41.67%	0	0.00%
0450 - 3 Home Study	Olds, T	3	1	33.33%	2	66.67%	0	0.00%
0510 - 1 Release Time	Radarmel, B	367	364	99.18%	3	0.82%	0	0.00%
0510 - 2 Release Time	Radarmel, B	389	384	98.71%	5	1.29%	1	0.26%
0510 - 3 Release Time	Radarmel, B	377	373	98.94%	4	1.06%	0	0.00%
0510 - 4 Release Time	Radarmel, B	410	409	99.76%	1	0.24%	0	0.00%

School Attendance for Special Education
New report was created.

WEB Reports — FOXPRO Attendance Reports Menu

WEB Reports	FOXPRO — Attendance Reports Menu
Attendance Collection Status	UT Daily Attendance
Attendance Phone Log	UT Attendance Term End
Class Attendance	UT Excessive Absences/Tardies
Consecutive Absent Audit	UT Perfect Attendance
Daily Attendance	UT Report of Absent Days
Perfect Attendance	UT Class Roll Worksheet
School Absences by Race	Daily Call Report
School Attendance By Class	Teacher's Summary of Attendance
School Attendance for Special Ed	Attendance Collection Status
Student Absence and Tardy	Student Attendance Detail
	Master absence list

1. Select Track
2. Select Term(s)
3. Select Filtering Options

School Attendance for Special Education
Zoro School District

Date: 2/16/2012   From: 8/23/2011 To: 1/16/2012

(102) Sandavold Canyon Elementary Scho

Program	Classes Enrolled	Attended Classes	Attended Percentage	Absent Classes	Absent Percentage	Tardy Classes	Tardy Percentage
AUC-Autism	90	87	96.67%	3	3.33%	9	10.00%
BDB-Emotional Disturbance	180	168	93.33%	12	6.67%	0	0.00%
BDC-Emotional Disturbance	90	88	97.78%	2	2.22%	7	7.78%
CDA-Speech/Language Impaired	1,700	1,594	93.76%	106	6.24%	45	2.65%
CDB-Speech/Language Impaired	171	143	83.63%	28	16.37%	8	4.68%
DDA-Developmental Delay	217	199	91.71%	18	8.29%	14	6.45%
DDB-Developmental Delay	340	316	92.94%	24	7.06%	26	7.65%
DDC-Developmental Delay	90	85	94.44%	5	5.56%	0	0.00%
IDB-Intellectual Disability	90	90	100.00%	0	0.00%	0	0.00%
IDC-Intellectual Disability	90	76	84.44%	14	15.56%	1	1.11%
MDC-Multiple Disabilities	90	87	96.67%	3	3.33%	0	0.00%
OHA-Other Health Impairment	61	59	96.72%	2	3.28%	0	0.00%
OHB-Other Health Impairment	270	252	93.33%	18	6.67%	29	10.74%
SLA-Specific Learning Disorder	720	691	95.97%	29	4.03%	28	3.89%
SLB-Specific Learning Disorder	1,606	1,564	97.38%	42	2.62%	54	3.36%
VIA-Visual Impairment (Blind)	90	90	100.00%	0	0.00%	0	0.00%
	5,895	5,589	94.81%	306	5.19%	221	3.75%

Student Absence and Tardy

Combined the multiple reports highlighted in the FoxPro menu into one report that is highlighted in the Web menu.

1. Select Track
2. Select Term(s)
3. Select Student(s) – If you select All Students you will see more filtering options than if you selected an individual student or a group of students.
4. Select Filtering Options - For excessive absences or tardies, you cannot select both at the same time.

NOTE: Your attendance codes may be different than the codes shown here.

Total Absent Days is calculated by the settings in the Calendar (example below)

General	Calendar	Definitions
Periods Per Day 10	Periods Per Quarter Day 1	
Number of Scheduling Cycles 2	Periods Per Half Day 2	
Terms Per Year 4	# Periods Absent = 1 Full Day 4	

NEW REPORT · with show detail selected

Student Absence/Tardy Report
Ouellette High School

Date: 1/25/2012   From: 11/1/2011 To: 1/16/2012

ID	Student	Grade	Contact	Telephone	Date	1	2	3	4	5	6	7	8	9	10		Absent Exc	Absent UnExc	Tardy	Absent Days
16622	Aiken, Mericha	9	Cordale Newstrand	(435)224-2402	A / T	0/1	0/1	0/1	0/0	0/0	0/0	1/0	0/0	0/0	0/0	0/0	0	1	3	0
					11/1/2011		Q										0	0	1	0
					11/3/2011	T											0	0	1	0
					11/7/2011		Q										0	0	1	0
					12/2/2011						X						0	1	0	0
27541	Aland, Gizelle Brooke	9	Maquel Moscoso	(435)681-0007	A / T	5/0	5/1	5/0	5/0	1/0	0/2	0/1	0/0	0/0	0/0	0/0	0	21	4	4
					11/1/2011	E	E	E	E								0	4	0	1
					11/7/2011	E	E	E	E								0	4	0	1
					11/10/2011					X	!						0	1	1	0

NEW REPORT · without show detail selected

Student Absence/Tardy Report
Ouellette High School

Date: 1/25/2012   From: 11/1/2011 To: 1/16/2012

ID	Student	Grade	Contact	Telephone		1	2	3	4	5	6	7	8	9	10		Absent Exc	Absent UnExc	Tardy	Absent Days
16622	Aiken, Mericha	9	Cordale Newstrand	(435)224-2402	A / T	0/1	0/1	0/1	0/0	0/0	0/0	1/0	0/0	0/0	0/0	0/0	0	1	3	0
27541	Aland, Gizelle Brooke	9	Maquel Moscoso	(435)681-0007	A / T	5/0	5/1	5/0	5/0	1/0	0/2	0/1	0/0	0/0	0/0	0/0	0	21	4	4
12684	Alderson, Havilah Michele	9	Kodei Merideth	(435)843-8400	A / T	0/0	0/0	0/0	0/0	0/0	1/3	1/1	1/0	0/0	0/0	0/0	0	3	4	0
13249	Allenj, Chrichelle H	9	Kyden Weed	(435)840-2685	A / T	0/0	0/0	0/0	0/0	0/0	0/3	1/0	1/0	0/0	0/0	0/0	0	2	3	0
12778	Alvarenga, John (Jack) Casey	9	Marva Champneys	(435)882-1990	A / T	0/0	0/0	0/0	0/0	0/1	0/0	0/0	0/0	0/0	0/0	0/0	0	0	1	0
13267	Andres, Micaela K	9	Tylene Simerson	(435)840-7517	A / T	8/2	7/0	0/0	5/0	1/3	2/0	2/1	4/0	0/0	0/0	0/0	0	29	6	0

OLD REPORT

EXCESSIVE ABSENCES

10 or More Absences In Any Period (Codes: U,X,N,S)

11/1/2011 <<>> 1/13/2012

Grade **10**

| District 30 | | Ouellette High School | | A 720 11/12 | Term 2: 11/01/2011 - 01/13/2012 | | | | | | | | | |

| | | | | | Absent Codes By Period | | | | | | | | | | |
ID	Student Name	Contact	Relation	Telephone	1	2	3	4	5	6	7	8	9	10	Total
20046	Bay, Macey	Mastericola,	Father	(555) 000-0000	8	6	5	7	9	7	4	12			58
5832	Dipo, Phylicia	Currillo, Mariama	Mother		8	11	10	9	11	8	9	8			74
18500	Rochelle, Shandalin	Alvares, Kimari	Father		5	8		1	10	5	2				31
15922	Yoon, Jeovany	Castameda,	Mother				11	9			11	10			41

OLD REPORT

Number of Absent Days

4 Periods Absent = One Absent Day

Date: 01/25/2012

Page

| District 30 School 720 | Track A 720 11/12 | Term 2 From: 11/01/2011 To: 01/13/2012 | Grade 9 |

ID	Student Name	Contact Name	Relationship	Telephone	Absent Days
16622	Aiken, Mericha	Newstrand, Cordale	Father	-	0.0
27541	Aland, Gizelle	Moscoso, Maquel	Father	-	4.5
12684	Alderson, Havilah	Merideth, Kodei	Father	555-000-0000	0.5
13249	Allenj, Chrichelle	Weed, Kyden	Father	-	0.5

Date: 01/25/2012
Time: 12:16:54

Daily Call Report

Ouellette High School

OLD REPORT

Attendance For: 12/02/2011

| Student | | Phone | | | Remarks |
Period	Course		Teacher		Reason
Abegg, Terran B [22690]		(555) 000-0000			
7 3520 - 5	Biology		Whitmore , Saul		Excused
8 3582 - 3	Med. Anat & Physio		Lyon, , Braxton		Excused
Aboyte, Reynaldo Taiti [27784]		(555) 000-0000			
7 8477 - 5	Foods I Foods & Fitness		Vortsis , Doramelia		Tardy
8 1118 - 7	Beg. Pottery		Longman , Farhad		Absent
Aiken, Mericha [16622]		(555) 000-0000			
7 7700 - 3	Participation Skills		Evert , Breckin		Absent

Student Attendance

Combined the report highlighted in the FoxPro menu with the report that is highlighted in the Web menu.
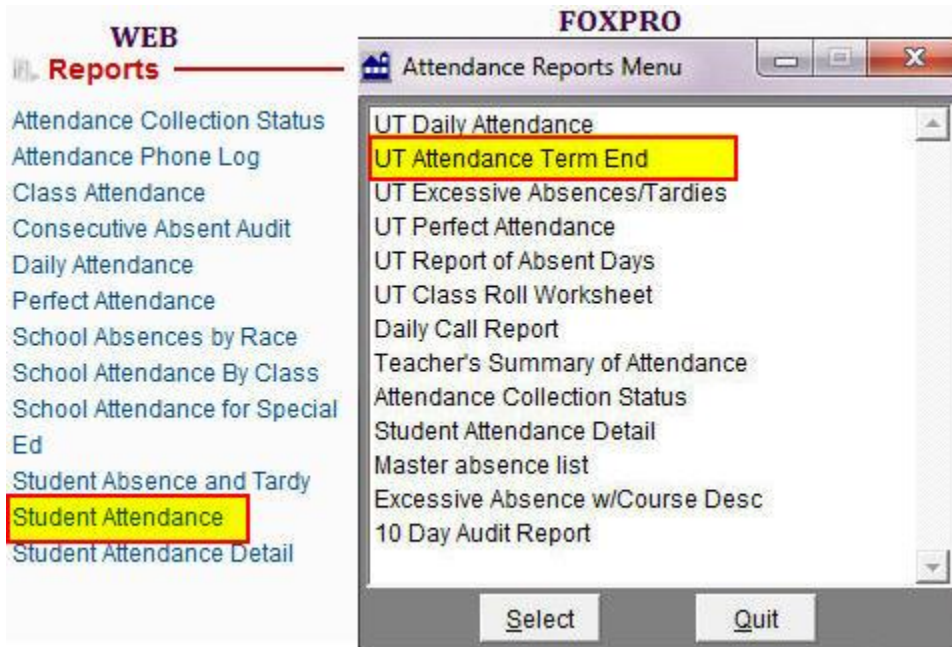
1. Select Track
2. Select Term(s)
3. Select Student(s)

02/13/12
OLD REPORT

Student Attendance by Term

District: 30 - Tooele   School: 720 - Ouellette High School   Track: A 720 11/12   Phone: (555) 000-0000

Page   1

Term: 2-3   Student ID: 22690   Abegg, Terran B.   Grade: 10

Period	Class	Title	Teacher	Trm Abs	Trm Trd	10/31/11 MTWRF	11/07/11 MTWRF	11/14/11 MTWRF	11/21/11 MTWRF	11/28/11 MTWRF	12/05/11 MTWRF	12/12/11 MTWRF	12/19/11 MTWRF	12/26/11 MTWRF	01/02/12 MTWRF	01/09/12 MTWRF	01/16/12 MTWRF	01/23/12 MTWRF	01/30/12 MTWRF	02/06/12 MTWRF	YTD Abs	YTD Trd
B1	7150-6	Health Educa	Opheikens	10	0	-X...	X.E.X	.X.E.	E.E**	.X...	E....	.....	*****	**..*	*....	.....	*....	.....	.....		13	3
						02/13/12	02/20/12 *....	02/27/12	03/05/12	03/12/12												
B1	8523-14	Computer Tec	Freeman	0	0	-....	.....	.....	...**	.....	.....	.....	*****	**.>*	*....	.....	*....	.....	.....		0	0
						02/13/12	02/20/12 *....	02/27/12	03/05/12	03/12/12												
B2	6225-2	Wld Civil An	Fahselt	9	2	-T...	X.E.X	.X.E.	E.E**	.T...	E.X.	.....	*****	**..*	*....	.....	*....	.....	.....		11	3
						02/13/12	02/20/12 *....	02/27/12	03/05/12	03/12/12												
B2	8379-2	Medical Term	Lyon,	0	0	-....	.....	.....	...**	.....	.....	.....	*****	**.>*	*....	.....	*....	.....	.....		0	0
						02/13/12	02/20/12 *....	02/27/12	03/05/12	03/12/12												
B3	4100-8	Language Art	Hoyle	7	0	-E...	..E.X	..E.E.	E.E**	.....	E....	.....	*****	**..*	*....	.....	*....	.....	.....		10	0
						02/13/12	02/20/12 *....	02/27/12	03/05/12	03/12/12												

NEW REPORT

Student Attendance

Ouellette High School

(555)000-0000

Term 2 - Term 3

- Non school day.
- Day not in term.
- Not enrolled in class.

Abegg, Terran (22690)

Grade: 10

Per	Course		Teacher	10/31/11	11/7/11	11/14/11	11/21/11	11/28/11	12/5/11	12/12/11	12/19/11	12/26/11	1/2/12	1/9/12	1/16/12	1/23/12	1/30/12	2/6/12	Tardy	Abs
B/1	7150-6	Health Education II	Opheikens	X / X E X / X E E E / X / E															0	10
B/1	8523-14	Computer Technology	Freeman																0	0
B/2	6225-2	Wld Civil Anc/Middle	Fahselt	T / X E X / X E E E / T / E X															2	9
B/2	8379-2	Medical Terminology	Lyon,																0	0
B/3	4100-8	Language Arts 10	Hoyle	E / E X / E E E / E															0	7
B/4	1910-1	Int. Dance	Lyken	E / E E X / E E E / E															0	8
S/5	4205-3	ASL 1st Year	Gray	X E E / X X E E / X T / E															1	9
S/6	5350-7	Algebra II	Burden	X E E / X X E E / X / E															0	9
S/7	3520-5	Biology	Whitmore	E E X / X E E / X / E E															0	9
S/8	3582-3	Med. Anat & Physio	Lyon,	X E E T / X E E / X X E E															1	10

| Per	Course		Teacher	2/13/12	2/20/12	2/27/12	3/5/12	3/12/12	Tardy	Abs
B/1	7150-6	Health Education II	Opheikens						0	0
B/1	8523-14	Computer Technology	Freeman						0	0
B/2	6225-2	Wld Civil Anc/Middle	Fahselt						0	0
B/2	8379-2	Medical Terminology	Lyon,						0	0
B/3	4100-8	Language Arts 10	Hoyle						0	0
B/4	1910-1	Int. Dance	Lyken						0	0
S/5	4205-3	ASL 1st Year	Gray						0	0
S/6	5350-7	Algebra II	Burden						0	0
S/7	3520-5	Biology	Whitmore						0	0
S/8	3582-3	Med. Anat & Physio	Lyon,						0	0

Attendance Codes:

I=Tardy more than 10 mins ^=Tardy less than 5 mins B=Pre-Excused C=Cleared Seat Time D=Doctor's Note E=Excused F=Funeral J=Excused Juvenile Court K=Cleared Sluff N=Notifed by Parent
P=Personal Q=Excused Tardy R=Incarcerated S=Sluff T=Tardy U=Unexcused V=Vacation X=Absent

NOTE: Your attendance codes may be different than the codes shown here.

Student Attendance Detail

No changes were made.
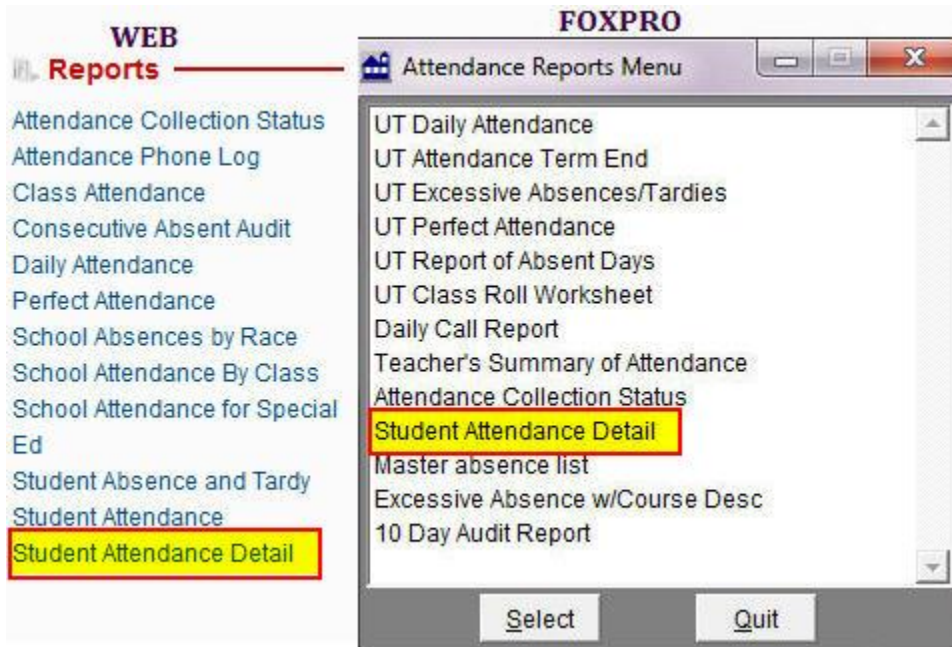
1. Select Track
2. Select Term(s)
3. Select Student(s)

Student Attendance Detail

Zoro School District
Ouellette High School

School Year 2012
Term 2 - 3

Abegg, Terran B (22690)

Grade: 10

| Total Absences: 75 | Total Tardies: 4 | Membership: 68 / 86 |

Attendance Codes

! : Tardy more than 10 mins	# : Unprepared	* : Educational Leave	. : Present	^ : Tardy less than 5 mins
A : Activity	B : Pre-Excused	C : Cleared Seat Time	D : Doctor's Note	E : Excused
F : Funeral	G : Testing	H : Homebound	I : In School Suspension	J : Excused Juvenile Court
K : Cleared Sluff	L : Notified by Certified Letter	M : Met w/Admin or	N : Notifed by Parent	O : Cleared Tardy
P : Personal	Q : Excused Tardy	R : Incarcerated	S : Sluff	T : Tardy
U : Unexcused	V : Vacation	X : Absent	Z : Suspended	- : No Scheduled Classes

NOTE: Your attendance codes may be different than the codes shown here.

Master Absence List

No changes made.

1. Select Track
2. Select Sorting Options
3. Select Filtering Options
4.

Date: 3/28/2012   **Master Absence List**   Page 1 of 7

Ouellette High School

Date Selected: 11/18/2011

Selected Absent Code(s): E ,J,N,B,C ,D,F ,K,P,R ,S,U,V,X

Selected Tardy Code(s): !,^,Q,T

Tardy more than 10 mins (!)							
Grade	ID	Student Name	Period(s)	Grade	ID	Student Name	Period(s)
9	15563	McElroy, Matti	6	11	23903	Na, Jamen	5
9	13829	Vandendungenbill, Francine	5, 7	11	9892	Sierer, Tiegan	5
Number of Students: 4							

Tardy less than 5 mins (^)							
Grade	ID	Student Name	Period(s)	Grade	ID	Student Name	Period(s)
10	11235	Facer, Deangelo	5	12	19376	Soutas, G. Doug	5
Number of Students: 2							

Pre-Excused (B)							
Grade	ID	Student Name	Period(s)	Grade	ID	Student Name	Period(s)
10	16077	Hainsworth, Blaynie	5, 6, 7, 8				
Number of Students: 1							

Class Roll Worksheet

Did not create a new report in the Attendance module, one already exists in Gradebook.